







11th Annual

Business Breakfast

June 19, 2019

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DOING BUSINESS WITH THE CITY OF KNOXVILLE

We want to work with you!!

PURPOSE

To provide businesses with information to help them successfully compete for business opportunities with the City of Knoxville

PRODUCTS & SERVICES THE CITY PURCHASES

- Appliances
- Architectural & Engineering
- Automation Maintenance & Services
- Automotive Repair & Parts
- Bus Parts
- Clothing
- Computers & Printers
- Construction Services
- Decorations for Special Events
- Displays
- Fuel
- Gravel/Rocks
- Heavy Equipment
- Janitorial Services
- Janitorial Supplies
- Landscaping Services & Supplies

- Lawn Care Services
- Moves & Relocations
- Office Furniture
- Office Supplies
- Pest Control
- Printing
- Police Equipment
- Recreational Equipment & Installation
- Safety Equipment & Supplies
- Signs
- Traffic/Street Lights & Equipment
- Trees, Shrubs, Plants
- Vehicles, Equipment & Accessories
- AND MUCH MORE

PROCUREMENT THRESHOLDS

• \$25K and higher: Formal Solicitation: ITBs,

RFPs, RFQs, & LOI's – posted a

minimum of 3 weeks

• \$5K - \$24,999: Minimum of 3 quotes - typically

posted for 1 week on website

• Below \$5K: Departmental discretion

Types of Solicitations

- Request for Quotes
- Invitations to Bid (ITB)
- Request for Proposal (RFP)
- Requests for Qualifications (RFQ)
- Letters of Interest (LOI)

HOW TO COMPETE

Purchasing Procedure

- Department submits request to Purchasing
- 2. Purchasing posts solicitation
- 3. Register vendors receive notification
- Purchasing responds to written questions, holds pre-bid meetings, & posts addenda to answer questions
- 4. Opens sealed submissions @ 11:00 a.m. on deadline date
- 5. Reviews quotes @ 2:30 p.m. on deadline date
- 6. Posts Bid Tabulation sheets to website
- 7. Evaluates submissions
- 8. Awards to most competitive entity and posts Bid Summary to website

How to Compete

- Register online as a vendor with the City
- Follow our social media





- Get insured
- Review previous successful solicitations but do homework on current pricing
- Visit our website <u>www.knoxvilletn.gov/bids</u> AT LEAST weekly and daily during active procurement
- Attend pre-bid meetings important for subs too if you are interested in subcontracting work
- Make note of deadline for questions & submit written questions when unsure of requirements
- Bid/RFP openings public attend to gain knowledge
- Stay current on insurance, certifications, licenses, etc.
- Submit bids on time − NO flexibility here
- Meet specs in bid and price your product/service competitively

BID NOTIFICATIONS

From: citypurchasing@knoxvilletn.gov Sent: Monday, May 16, 2016 9:36 AM

Subject: Vendor Notification Of Procurement Solitations

When Insight Public Sector, Inc. registered with the City of Knoxville, you indicated the goods you sell or the services you provide. Based on information you furnished, the City believes you or your firm may be interested in reviewing the procurement solitation documents on the City Of Knoxville Purchasing Web Site http://www.knoxvilletn.gov/purchasing.

If you have questions, please do not reply to this automated message. Instead, please feel free to contact the City of Knoxville Purchasing Division at 215-2070 or at the email address contained in the posted document.

QUOTE will be received at Office of the Purchasing Agent, Room 667, 400 Main St., Knoxville, TN 37902 until 05/23/2016 at 02:30:00 (Eastern Time).

CONSTRUCTION SPECIFIC

- Be licensed to conduct business in State of Tennessee
- Be prepared to submit bid bond (5%) for projects > \$100K
- Prepare for performance bond submission (100%) projects > \$25K
- Prepare for payment bond submission (100%) projects > \$25K
- Get Highway, Railroad, & Airport Construction certified
- Get Municipal & Utility Construction Base & Paving license
- Be certified with TDOT when planning to conduct highway projects
- Ensure sub-contractors are licensed (prime's responsibility)
- Acquire insurance
 - Commercial general liability \$2M Occurrence/\$3M Aggregate
 - Auto liability (\$1M per occurrence)
 - Workers' compensation with statutory limits & Employers' liability with limits of \$500K minimum
 - Additional coverage for Professional Liability (\$2M), Pollution Liability, Environmental

AWARD PROCESS

Purchase Orders	Formal Contracts
Issued for products and small services resulting from Requests for Quotes & ITBs	Issued for complex services and construction resulting from ITBs, RFPs, RFQs & LOIs
Usually only evaluated for price	May require evaluation of price and other criteria
Purchase order usually awarded within days of submission deadlines	Timeline lengthy – may require City Council approval, law department review, acquire insurance certifications & endorsements, and obtain signatures (original signatures required)

How you can help expedite contracts:

- > Review insurance requirements with your agent BEFORE submittal
- > Provide insurance certificates and endorsements as soon as possible after notice of award
- > Return signed contract as soon as possible

PURCHASING WEBSITE TOUR



FOLLOW PURCHASING AT





Across all departments, the City of Knoxville spends more than \$78 million each year on an array of goods and services that include everything from architectural and engineering services to pest control, and from automotive parts to liquid soap. Of these expenditures, all purchases over \$5,000 are handled by buyers in the Purchasing Division who are committed to maintaining the highest level of open, free market competition while at the same time actively encouraging local small business participation.

LEARN MORE ABOUT THE PURCHASING DEPARTMENT AND DOING BUSINESS WITH THE CITY:

Doing Business with the City Bid/Contracting Opportunities | Sealed Submissions & Request for Quotes Vendor Registration **Payment Portal** Small Business & Diversity Outreach | Small Business Newsletters City Surplus **Staff Contacts**

UPCOMING BUSINESS OPPORTUNITIES AT THE CITY:

Following approval of the annual budget, the City of Knoxville compiles and presents a list of potential procurements for the next fiscal year. Please view this presentation below to see the forecasted business opportunities.

EVENTS

Diversity Business Expo March 14, 2019 8 a.m. to 12 noon Overcoming Believers Church at 211 Harriet Tubman Street [VIEW FLYER]

Annual City of Knoxville Business Breakfast

June 19, 2019 Register now!

Annual ETPA Business Matching & Tradeshow Event July 18, 2019

Annual Diversity Business Enterprise Awards Ceremony September 2019



IMPORTANT TIPS

- Visit www.knoxvilletn.gov/purchasing for:
- New Vendor Registration System As of December 1st, 2016, we changed our vendor registration system. If you registered prior to December 1st, please register again through our website to receive automatic email notifications about opportunities
- Small Business Newsletter on website

CONTACTS

- Angelia Rooks, Diversity Business Specialist
 - (865) 215-2293
 - arooks@knoxvilletn.gov
- Pamela Cotham, Assistant Purchasing Agent
 - (865) 215-4032
 - <u>pcotham@knoxvilletn.gov</u>
- Penny Owens, Assistant Purchasing Agent
 - (865) 215-2063
 - powens@knoxvilletn.gov



Community Development Department Becky Wade, Director

Business Opportunities Event

June 13, 2018

Overview of Opportunities

- Homemaker's Program
- Blighted Properties Redevelopment Program (BPRP)
- Construction / Housing
 Rehabilitation Programs
- Commercial Façade Improvement Program
- HUD's Section 3 Program

Homemaker's Program

- City-owned properties acquired through Codes Enforcement or Redevelopment Programs are sold through the Homemaker's Program.
- Opportunity: Purchase property to rehab or construct new housing.
- A list of properties, a fact sheet and applications are on the City's website.
- Contact: Kathy Ellis, Sr. Project Specialist, at (865) 215-2120.

Blighted Property Redevelopment Program (BPRP)

- Development financing (not permanent) through loans and grants to redevelop and renovate eligible vacant, blighted dwelling units, or construct new dwelling units on vacant, blighted properties.
- Opportunity: Redevelopment loans and Lead Testing and Remediation grants for developers / contractors with short term financing at 0%.
- To apply: Call Janna Cecil, Housing Manager at (865) 215-2120.

Construction/Housing Rehab Program

- Loans, grants, and technical assistance to help low-to-moderate income homeowners and landlords of affordable rental units make major repairs that meet the Neighborhood Housing Standards. Funds are also available to assist in the development of affordable rental units.
- Opportunities: Comprehensive residential rehab, new construction & lead based paint abatement contracts.
 - Note: Contracts for rehab are between Property Owner and Contractor.
- To apply to be on the "Qualified Contractor List," call Todd Kennedy, Construction Management Supervisor, at (865) 215-2120.

Commercial Façade Improvement Program

- Opportunity: Incentive program to improve the facades of certain types of buildings within targeted redevelopment areas in order to increase property values and economic viability of the area.
- Provides 80% of project costs with 20% match from property owner. Maximum of \$50,000 forgivable loan. Additional restrictions may apply.
- To obtain an application or additional information, call Ken McMahon, Project Manager at (865) 215-2854.

Section 3

Housing and Urban Development Act of 1968

- Designed to direct economic opportunities to local residents and businesses.
- Provides preference to low-and very low-income residents of the local community, and the businesses that substantially employ these persons.
- HUD funds are one of the largest sources of federal investments in distressed communities.
- These funds typically result in new employment, training and contracting opportunities.
- To obtain an application or additional information, call Gwen Winfrey, Project Specialist, Sr. (865) 215-2120.

Thank You for Attending!

www.knoxvilletn.gov/development

City of Knoxville

Community Development Department

(865) 215-2120



Knoxville Fire Department

Stan Sharp, Chief

BUSINESS BREAKFAST
June 19, 2019
Purchasing Opportunities-July 2019 thru June 2020



KFD Locations

- 19 Fire Stations throughout the city
- Administrative Office
- EMS Office
- Training Academy
- Fire Investigations Division
- Fire Prevention Bureau



Station Supplies

- Janitorial Supplies (cleaners, mops, brooms, paper products, soap, trash bags, etc.)
- Vehicle Cleaning Supplies (soap, wax, polish, tire dressing, etc.)



Station Equipment

- Furniture (couches, recliners, TV's)
- Kitchen (stoves, refrigerators)
- Chairs (kitchen, office & folding)
- Lawn Equipment (push & riding mowers, weed eaters, shop vacs, blowers)
- Storage Units (metal lockers, combustible storage cabinets)



Office Supplies

- Paper (letter & legal size, envelopes, note pads, letter & legal size pads, post-its, etc.)
- Writing Utensils (pens, pencils, sharpies, dry-erase markers)
- Printing Services (business cards, envelopes & letterhead paper, forms)



Medical Supplies & Equipment

- Medicines (aspirin to advanced medications)
- EMS equipment (IV fluid, bandaging, needles, etc.)
- Equipment for glucose monitoring
- Equipment Bags
- Pulse Oximeters
- Zoll Cardiac Monitor accessories (pads, batteries, electrodes, etc.)



Public Education

- Red children's fire helmets
- Fire education activity books & coloring books
- Badges, sticker sheets, rulers





Other Items

- Fire Station Remodeling (materials & labor)
- Sprinkler Systems At Fire Stations

FLEET SERVICES DEPARTMENT BREAKFAST FOR BUSINESS



CITY OF KNOXVILLE

FLEET SERVICES OVERVIEW



Mission Statement

- To provide and maintain City departments with transportation and special purpose equipment required to deliver essential services to the citizens of Knoxville at the lowest possible cost.
- The Vehicle Impoundment Facility is tasked with safeguarding, accurately processing and releasing vehicles as required to the public.

FLEET SERVICES CONTACT LIST



KEITH SHIELDS, DIRECTOR	215-2150
NICK BRADSHAW, DEPUTY DIRECTOR	215-6194
KERI COLLINS, FLEET COORDINATOR	215-6249
JEFF JOHNSTON, VEHICLE SHOP MANAGER	215-6188
NICK SPINE, STORE SYSTEMS MANAGER	215-6191
JOE HOLLOWAY, ADMINISTRATIVE TECHNICIAN	215-2529
MICHELLE BLACK, EXECUTIVE ASSISTANT	215-2684

Blanket PO's with Expiration Dates



> Propane 12/31/19

Truck Compressors & Turbochargers 12/31/19

Pursuit Tires
8/1/20

Automotive Filters
9/1/20

Automotive Lubricants & Fluids 10/1/20

Copier Rental
11/1/20

Automotive Batteries 12/1/20

Diesel Exhaust Fluid 12/1/20

Business Opportunities



Fuel Management Software & Hardware 8/1/19

KNOXVILLE AREA TRANSIT BREAKFAST FOR BUSINESS



CITY OF KNOXVILLE

KAT CONTACT LIST



Si McMurray 865-215-7803

Chief Procurement Officer

Mike Bannon 865-215-7838

Chief Maintenance Officer

Garrett Watts 865-215-7837

Revenue & Procurement Specialist

Allison Foster 865-215-7839
Parts Clerk



Business Opportunities



- ➤ Magnolia Facility Gate System Upgrade
- ➤ Transit Technology Project (AVL, Communications, Passenger Counters, Fare Collection, etc.)
- ➤ Bus Parts and Supplies
- Cummins Turbochargers, Air Compressors, DPF, DOC, SCR.



Business Opportunities



Ford Cutaway's

- Brake Pads
- Brake Calipers
- Belts
- Wheel Seals

Gillig Buses

- Webb Brake Drums
- Wheel seals
- Meritor Brake Shoes
- Headlamps
- Wiper Blades
- Clamps and DPF/DOC gaskets
- Engine Wiring Harness

Cleaning Supplies and Consumables

- Nuts and Bolts
- Brake Cleaners
- Hoses
- Scotch-Brite Hand Pads
- Electrical Tape
- Zip Ties
- Rubber Gloves
- Hand Cleaners
- Trash Bags
- Brooms
- Mops
- Dust pans
- Scrapers







ALWAYS SEARCHING

FOR

US DOT CERTIFIED

DISADVANTAGED BUSINESS ENTERPRISES!!!

For More Information, Contact:

Ross Webb

1-888-370-3647

ross.h.webb@tn.gov





Knoxville's Community Development Corporation (KCDC)

Business Opportunities

Fiscal Year 2020

(July 1, 2019 through June 30, 2020)











Introduction and Goals for Today

I am Terry McKee, KCDC's Procurement Director

Today, I hope to let you know that:



- KCDC exists
- We want you as a business partner
- We have upcoming opportunities for you to consider



KCDC wants you to work with us

Why work with KCDC?

KCDC wants to do business with you!



- KCDC streamlined many processes and cut much red tape
- KCDC has a QUICK and FREE vendor registration process
- KCDC pays promptly



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Tell me about KCDC

- In 1936, to fulfill the promise for safe, decent and affordable housing Knoxville established the Knoxville Housing Authority
- Today that organization is known as Knoxville's Community Development Corporation (KCDC)
- KCDC has grown from 2 housing developments to 20 and it now provides affordable housing for Knoxville and Knox County
- KCDC serves as the Redevelopment Authority for Knoxville



Tell me about KCDC

- KCDC has +/- 3,600 apartments
- KCDC has +/- 4,030 vouchers (Section 8 program)
- KCDC has 132 employees
- KCDC contracts out most services
- KCDC buys a wide range of goods and services to maintain its apartments and to operate its offices
- KCDC increasingly relies on "term bids" to meet its needs



Please compete in the Procurement Process

- "Bat" at the "bid balls" to get a home run "Award"
- KCDC invites <u>you</u> to compete in the procurement process
- Check opportunities at <u>www.kcdc.org</u>
- Click on "Procurement" and then on "Open Solicitations"



Quotes

- Expenditures over \$3,000 but under \$25,000 are considered quotes
- The \$3,000 threshold may rise to \$10,000 soon
- Procurement normally posts quotes to our web page as part of our outreach efforts
- At least 3 firms must be solicited
- May not be very complex solicitation documents



Formal Solicitations

- Over \$25,000, KCDC uses formal bids to meet the legal requirements imposed by state and federal governments
- Formal solicitations are posted to our web page
- The length and complexity of the solicitation document varies depending upon the nature of the goods or services needed



Other Information

KCDC requires bonding <u>only</u> for construction projects <u>and</u> only if they <u>exceed</u> \$100,000:

■ Bid Bond: 5%

■ Payment Bond: 100%

■ Performance Bond: 100%





Other Information

KCDC enforces federal "Davis Bacon" wage requirements if a construction or maintenance project reaches or exceeds \$2,000

- Minimum hourly pay rates for employees
- Certified payrolls
- Employee interviews
- We make it as simple as possible





Other Information

Helpful hints:

- Receive automatic bid notifications once registered
- Read documents thoroughly
- Ask questions
- Do not assume
- Follow the directions





Upcoming Opportunities

The following pages list **potential** upcoming projects

- There is no guarantee these opportunities will occur
- There is no guarantee that the timelines will be met
- Other projects are likely to arise as needs change
- Watch KCDC's webpage for <u>actual</u> opportunities as they arise



Anticipated Opportunities in FY20

Title	Timeline
Furnish & Install "I-Core" Locks at Western Heights	Fall/Winter
Furnish and Install Wall Heaters at Northgate	Fall/Winter
Renovation Services at Cagle Terrace	Summer 2020
Renovation Services at Eastport	Winter
Renovation Services at Passport	Summer/Fall
Renovation Services at Isabella Towers	Fall/Winter
Renovation Services at Love Towers	Fall/Winter

Anticipated Opportunities in FY20

Title	Timeline
Construction at the Austin Homes Site	Spring 2020
Demolition & Infrastructure Work at Austin Homes	Fall
Redevelopment of Property on Gay Street	Summer 2019



Anticipated Opportunities in FY20

Indefinite Quantity/Indefinite Delivery Opportunities

Title	Timeline
Auditing Services	Fall
Banking Services	October
Coin Operated Laundry Services	Spring
Exterior Painting Services	November
Pest Control Services	Spring
Pre-Sort Mailing Services (with Knox County)	Fall
Insurance: Life and Disability	Summer
RAD Physical Conditions Assessment Services	Fall
Supportive Services Staffing for the Manor	Winter
Vacant Apartment Janitorial Services	Fall
Wiping Rags	Summer

Important Closing Thoughts-Part 1

- Register with KCDC as a bidder
- Watch our webpage for opportunities
- Read solicitation document thoroughly
- Follow the solicitation document instructions
- •Hit a home run!





Important Closing Thoughts-Part 2

- Ask questions
- Attend Pre-Bid conferences
 - ■Even if it is to try to partner with other firms or to be a materials supplier to others
- Submit bids/quotes on time and as our forms specify
- •Need more information? Please ask



Want more information about KCDC?

Contact KCDC's Procurement Division:

Street: 901 N. Broadway, Knoxville, TN 37917

Email: purchasinginfo@kcdc.org

Phone: (865) 403-1133

Web: <u>www.kcdc.org</u> Click on "Procurement"





Knoxville Police Department Projects 2018/2019



Date	Project	Cost
2018	Police K9 Facility	
2019	Public Safety Building	



Knoxville Police Department Contracts 2018/2019



Date	Contract
March 2019	Janitorial Services for off-site facilities 5th Ave., Training Academy, Safety City,
Aug 2018	Pest Control for 7 police facilities
Sept 2018	Janitorial services for East District precinct and Safety Education offices
June 2019	Janitorial for Safety Building
March 2019	Mowing/Landscape services for Safety City
April 2019	 Elevator Service for Safety Building Mowing Service for KPD Training Facility
June 2019	Water Treatment for Safety Building



Knoxville Police Department Projects 2018/2019



Description of Purchase	Estimated Annual Cost
Toner Cartridges	\$30,000
Copy Paper	\$7,000
Binders	\$3,000
DVR/Flash drives	\$5,000
Nitrile Gloves; hand sanitizer, Haz Mat covers	\$15,000
Forms (printing)	\$5,000
Misc. office supplies (folders, pens, batteries, etc.)	\$6,000
Dog Food (396 bags per year), K9 Cleaning supplies	\$20,000
**Anticipated Purchase: July 2018& February 2019	



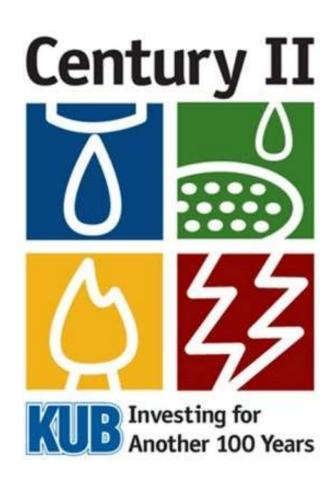
Get On Board with KUB

June 19, 2019



Agenda

- KUB overview and KUB Procurement
- Doing business with KUB
- Upcoming opportunities
- Questions and open discussion





Our **Vision**:

KUB exists to serve its customers, improving their quality of life by providing utility services that are safe, reliable and affordable.

Shared Values:

- We value the safety and well-being of our customers and employees.
- We value fairness, and try always to make decisions that provide the greatest good for the most people.
- We are in a position of trust and hold ourselves to high ethical standards.
- We improve the value of our services through efficiency, innovation and communication.
- We value the commitment and hard work of our employees.
- We are environmentally responsible in our operations and support the sustainability of our communities' natural resources.
- We participate in the communities we serve.

Our **Mission**:

Our mission is to act as good stewards of our communities' resources: utility assets, customer dollars, and the environment. We work to safeguard those resources and enhance their value for the people of the communities we serve and generations to come.

We Measure Our Success by:

Customer Satisfaction

System Performance

Financial Performance

Safety Performance

Keys to **Success**:

Managing Our Utility System Infrastructure

Electric

Natural Gas

Water

Wastewater

Improving The Customer Experience

Investing in A Skilled, Diverse Work Force Managing Our Finances Effectively

Partnering For Economic Development 65

Meeting Or Exceeding Regulatory Standards

Being Environmentally Responsible

General Information

- KUB is an agency of the City of Knoxville
- Purchases made in accordance with the Tennessee
 Code Annotated (TCA)
- KUB internal
 - Procurement guidelines
 - Procurement procedures
- Different than federal purchasing
- Different than private/public company purchasing

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Procurement Guidelines

- Purchases under \$1,000: Managed at department level (Purchase Orders and Procards are typical)
- Purchases from \$1,000 to \$3,999: Buyers/Contract Specialist obtain at least three oral or written quotations
- Purchases from \$4,000 to \$9,999: Buyers/Contract
 Specialists obtain at least three written quotations

Procurement Guidelines

- Purchases \$10,000 and up: Buyers/Contract Specialists advertise and conduct a competitive bidding process
 - Request for Bids (RFB)
 - Request for Proposals (RFP)

Areas of Responsibility

- Michelle Wilson, Manager of Procurement
 - Phone: (865) 594-7434
 - Email: Michelle.Wilson@kub.org
- **Daniel Kembel**, Contract Services and Purchasing Supervisor
 - Phone: (865) 558-2290
 - Email: <u>Daniel.Kembel@kub.org</u>
- Nikitia Thompson, Minority Business Enterprises/Women Business Enterprises Program Coordinator
 - Phone: (865) 606-1105
 - Email: <u>Nikitia.Thompson@kub.org</u>

Contract Services Staff

- Zachary Breeding, Contract Specialist
 - Phone: (865) 558-2489
 - Email: <u>Zachary.Breeding@kub.org</u>
 - Capital Construction, Service Agreements, Professional Service Agreements, Pre-Qualification
- Shari Hurst, Contract Specialist
 - Phone: (865) 558-2461
 - Email: Shari.Hurst@kub.org
 - Capital Construction, Service Agreements, Professional Service Agreements
- Michele Daniel, Contract Specialist
 - Phone: (865) 558-2407
 - Email: <u>Michele.Daniel@kub.org</u>
 - Capital Construction, Service Agreements, Professional Service Agreements

Purchasing Staff

- Rebekah Taylor, Buyer (Team Lead)
 - Phone: (865) 558-2307
 - Email: <u>Rebekah.Taylor@kub.org</u>
 - Utility Materials
- Jermon Bishop, Buyer
 - Phone: (865) 558-2546
 - Email: <u>Jermon.Bishop@kub.org</u>
 - Other Materials and Products
- Craig Bogan, Buyer
 - Phone: (865) 594-7431
 - Email: <u>Craig.Bogan@kub.org</u>
 - Materials and Products <\$10,000
- Matthew Marshall, Buyer
 - Phone: (865) 558-2259
 - Email: <u>Matthew.Marshall@kub.org</u>
 - IT Software and Professional Service Agreements

Professional Services

- Design Services
 - Construction drawings
 - Architectural services
 - Permitting
- Consulting
 - Auditing/Training/HR
 - IT/Computer systems
 - Legal services



Materials and Supplies

- Supply Agreements cover materials bought frequently such as:
 - Electric materials
 - Water & wastewater materials
 - Poles (wood, steel, ductile iron)
 - Transformers

- Mill supplies
- Vehicles/bucket trucks
- Rental equipment
- Concrete
- Tools
- IT hardware

Construction and Services

- Century II
 - Capital improvement projects for all KUB utilities
 - Launched in May 2007
- Service Agreements
 - Facilities maintenance
 - General hauling
 - Lawn and landscape services
 - Paving services



Doing Business with KUB

- Register on BidSync.com
 - Access to Bid Invitation and documents
 - User friendly
- Connect on Twitter @KUBbiz
 - Real time tweets on the go
- www.KUB.org/Procurement
- Connect with the buyer
- Connect with prime contractors at pre-bid meetings

Top 5 Things To Do

- Register on <u>www.BidSync.com</u>
- Read the entire document and follow directions
- Identify key dates (pre-bid meetings, due dates)
- Submit bids on time (KUB sets specific dates and times for responses)
- Ask questions

Common Mistakes

- Missed opportunities
 - KUB website & BidSync
 - Twitter
- Review <u>all</u> bid specifications and requirements
 - Terms and conditions
 - Mandatory pre-bid meetings
- Incomplete bid submittals/missing information

When You Are Not Successful

- Contact the buyer
 - Review bid submittals
- Evaluate the risk factors
- Understand what it will take to be successful
- Ask about other upcoming bidding opportunities
- Don't get discouraged!

When You Are Successful

- Supply the product or service as requested in the bid
- Deliver on time
- Make sure licensing and insurance are up to date
- Follow up with Procurement or Project Manager concerning performance
- When you are successful, KUB is successful

Construction Pre-Qualification

- Prime contractors for utility construction projects and certain service contracts are pre-qualified with KUB
 - Prior to bidding
 - Electric, natural gas, water, wastewater, vegetation management & paving
- Pre-qualification application forms are located on www.kub.org
- KUB has partnered with Browz, LLC to manage compliance

Upcoming Construction Projects

- Capital Construction Projects (Summer/Fall 2019)
 - Various Water Line/Booster Station Projects
 - Various Wastewater Collection System Projects
 - Various Plant Projects
 - Various Natural Gas Main Extensions
 - Electric Bad Order Cable Replacements
- Properties Projects (Summer/Fall 2019)
 - Overhead Construction Shed
 - Promenade Parking Garage Painting
- Subcontracting Opportunities (Summer/Fall 2019)
 - Various Programs under Facilities Contract Manager (Facilities Maintenance)
 - Engineering and Operations Building Remodel

Upcoming Service & Supply Agreement Opportunities

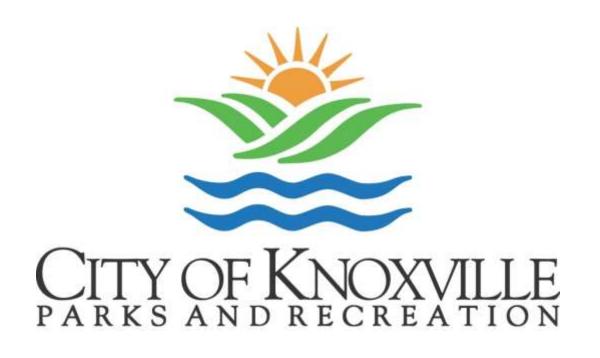
Material Supply Agreements

• SCADA and SCADA Panel Equipment Summer Summer 2013	•	SCADA and SCADA Panel Equipment	Summer 2019
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- PVC Supply Agreement Summer 2019
- Electrical Supplies Supply Agreement
 Summer 2019
- Reclosers Supply Agreement
 Summer 2019
- Preventive Maintenance Supplies Supply Agreement
 Summer 2019
- Gas Water Heaters Supply Agreement
 Summer 2019

Service Agreements

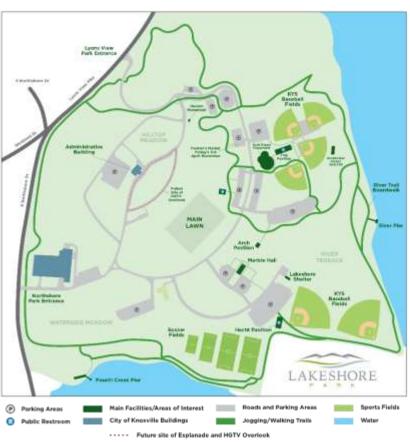
- Electric Motor Repair Program
 Summer 2019
- AMI Communication Network Installations
 Summer 2019
- Tree Planting Program
 Summer/Fall 2019
- Laboratory Analytical Services
 Fall/Winter 2019
- Catering Services
 Fall/Winter 2019
- Various IT Software Summer/Fall/Winter 2019



Sheryl Ely, Director Aaron Browning, Deputy Director

Lakeshore Park Parks and Recreation Admin. Building 5930 Lyons View Pike





Department Overview

- Staff: 51 (45 Full-time, 6 Perm. Part-Time)
 - Plus, 6 Interns & hundreds of part-time hourly staff
- 3 Areas
 - Administration
 - Athletics
 - Recreation (including pools, arts & crafts, etc.)
- Operating Budget: 7.6 Million



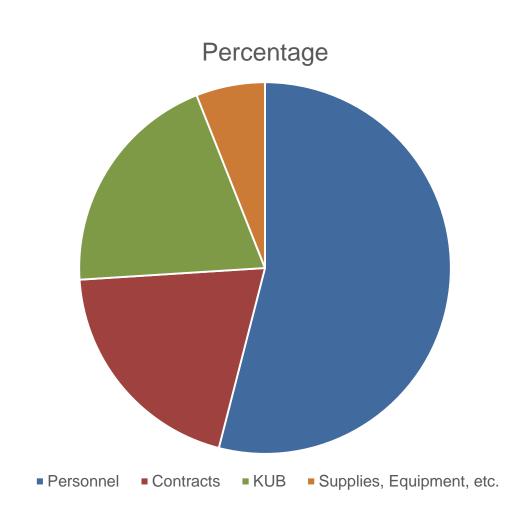
Parks & Greenways By the Numbers

Acres of City Parks Total Acres of Public Space in the City City Parks Rentable Facilities/ Miles of Soft-Buildings **Surface Trails** After School Program & Summer Program Sites 45 Tennis Courts Outdoor Basketball Courts Disc Golf Pickleball Courts 18 Outdoor/22 Indoor Courses





Budget Overview



Administration

- Office supplies
- Safety equipment for playgrounds, parks, etc.
- Maintenance
 - Plumbing, Electrical, Parking Lot Striping, Critter Control,
 Signs, Fencing
- Park Equipment
 - Grills, Tables, Benches, Water Fountains, Mulch, Wood Chips

Note: Public Service Department provides in-house service to parks and facilities

Athletics

- Sports Equipment
 - Balls, Bases, Soccer Goals
- Maintenance
 - Chemicals, Fertilizer, Sand
- Facility Supplies
 - Concessions Items
- Tournament Supplies
 - Trophies, T-Shirts

Recreation

- Facility equipment
 - -tables, chairs, games, scoreboards, kitchen appliances
- Aquatics
 - safety equipment, chemicals, uniforms
- Arts & Crafts
 - -supplies for classes, facility

Contracts

- Bus Transportation
- Janitorial
- Pest Control
- Portable restrooms
- Security (locking & unlocking restrooms & parks)
- Gym Floor Refinishing
- Uniforms

2019-2020 Capital Projects Funded

- \$1.2 million for Greenways
- \$400,000 for ballfields, playgrounds, tennis/pickleball courts
 - Court resurfacing, crack repairs, lighting, fences, etc
- \$100,000 Park Maintenance / Replacement
 - Shelters, restrooms and paving
- \$50,000 Recreation Center maintenance
- \$100,000 Fitness Room upgrades
- \$1 million for Fort Dickerson/Augusta Quarry
- \$50,000 Golf course maintenance

2019-2020 Potential Purchases

- Playgrounds
- Weight Room Equipment
- Ballfield Lighting
- Court Resurfacing
- Park Facility Upgrades

Questions & Answers

Contact Information:

Sheryl Ely or Aaron Browning (865) 215-1700

sely@knoxvilletn.gov abrowning@knoxvilletn.gov





CITY OF KNOXVILLE BUSINESS OPPORTUNITIES



What is The



Contact Information: Jayne Burritt 865-215-2121 jburritt@ktnpba.org

- 1971-Knox County and the City of Knoxville acted jointly to create the Public Building Authority of the County of Knox and the City of Knoxville, Tennessee (the "PBA"). The Certificate of Incorporation of the PBA was filed with the Secretary of State of Tennessee on July 20, 1971. Each Public Building Authority is granted operating authority set forth in the TCA 12-10-109, together with any authority incidental thereto or necessary for the performance of its powers.
- The PBA has a Board of 11 members who oversee it. The Board members are selected for representation by Mayors of both the City of Knoxville (COK-5) and Knox County (KC-6).
- Jayne Burritt is the Administrator/CEO.
- PBA performs management of facilities & grounds, parking operations, security & life safety, management of construction projects and management of telephone systems.
- PBA receives funding from the City of Knoxville and Knox County to carry out it purposes. PBA is a not for profit, "quasi-governmental entity" and any funds not used are returned to the City of Knoxville/Knox County annually.

PBA PROPERTY MANAGEMENT

Director of Property Maintenance, David Lively

Contact Information: 865-215-8400 or DLIVELY@KTNPBA.ORG

Provides facility support services to City of Knoxville and Knox County properties 24 hours/7 days a week through custodial, maintenance, security & life safety, grounds & project management.

With a staff of approximately 100 employees; \$14 million Operating Budget (Total PBA FY2019)

*Approximately

- -80 properties
- -2.3 million Square Feet
- -23 Acres of Parks
- -9,000 Downtown Parking Spaces

PBA also handles:

- Parking Management Services
- Parking Enforcement





LED Lighting Upgrades @ LSG & MSG



Fencing



Property Management Projects



Irrigation
Repair
CCB & KAT
Transit



Irrigation Repairs



HVAC @ OCH







Re-Roof
JJC, COK PW
&
KAT Warehouse



PBA PROPERTY DEVELOPMENT

Director of Property Development, Kristin Grove

The PBA Property Development Department employs a director, project manager, contract administrator and project coordinator.

Development, construction, renovation and remodeling services may be provided to a number of governmental entities like:

- Knox County
- City of Knoxville
- Knox County Schools
- Knoxville Area Transit
- CAC, etc.

Also performs Telecommunication Services.



Contact Information: 865-215-4610 kgrove@ktnpba.org

Property Development Projects

Sunsphere & Amphitheatre Renovations \$2.5 Million

Inskip Pool & Park Renovations \$350,000

• Fort Kid Wall Stabilization \$300,000

• Public Works Phase III \$750,000

• Security Cameras (Parking Garages, other COK properties)

Other projects as approved

Sunsphere/Amphitheatre

Completed: 1982 (Last Remaining structures of the 1982 Worlds Fair)

SUNSPHERE: 8 FLOORS (266 FT HEIGHT-26 STORIES)

4TH FLOOR OBSERVATION DECK

AMPHITHEATRE: 1271 Seats w/ backs



Upcoming solicitations June 2019 – June 2020

Mat Services

TBD

Window Coverings & Installations 9/30/19

Plumbing Parts & Supplies

11/30/19

Recycling Services

7/1/20

Sprinkler Suppression Services

9/21/20

Architectural Services

9/21/20

Engineering Services

9/21/20

Painting & Other Coatings



Other Types of Projects

- REIMBURSABLE
- UNPLANNED REPAIRS
- ADDED
 RESPONSIBILITIES
- EMERGENCY

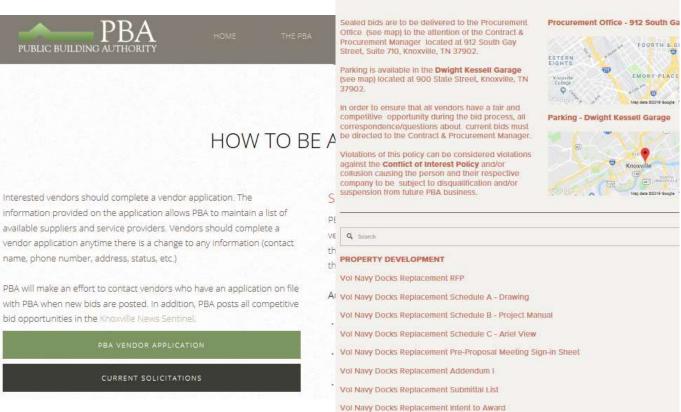


www.ktnpba.org

PUBLIC BUILDING ALTHORITY

Current Solicitations

- 1.Click on "Doing
 Business with
 PBA" tab at the
 top of the page.
- 2. Page options are:
- *How to be a Vendor
- *Current Solicitations
- *About PBA
 Procurement
- *Links





David Griffin

Contract & Procurement Manager

912 South Gay Street

Suite 710

Knoxville, TN 37902

Office: 865-215-4681

Fax: 865-215-4637

Email: dgriffin@ktnpba.org

CITY OF KNOXVILLE

PUBLIC SERVICE DEPARTMENT

Mayor Madeline Rogero

David Brace, COO & Deputy to the Mayor

Chad Weth, Public Service Director

Rachel Butzler, Deputy Director

PUBLIC SERVICE 101

- ➤ The City of Knoxville's Public Service Department has 292 employees and a total annual budget of approximately \$35 million.
- ► The PSD is the "behind the scenes" service provider for our customers.
- ▶ The department is broken up into 7 functional areas:
 - o Administration
 - Neighborhood Services (Zones 1-5)
 - o Construction
 - Horticulture
 - Urban Forestry
 - Facilities
 - o Solid Waste

CAPITAL PROJECTS 2019/2020

- Project: Roof/HVAC Program
- Schedule: Multi-Year Program = \$400,000
- Needs: Often smaller projects requiring:
 - Parts suppliers
 - Contractors to complete the work or portions of a job
- ➤ Four re-roofing projects are tentatively scheduled for 19/20: Fleet Heavy Shop Garage, Cumberland Estates, Milton Roberts, and Christenberry Recreation Center, and Ridley Helton Storage Shed.

CAPITAL PROJECTS 2019/2020

- **▶** Project: **Fire Station Maintenance Program**
- ► Schedule: Multi-Year Program = \$400,000
- ➤ Needs: Renovations will include: structural repairs, painting, electrical upgrades, asbestos abatement, fixtures, bathroom, kitchen, & living space upgrades, concrete repairs, etc. Fire Station #18 is an example of recently upgraded facilities.
- Fire Station #4 (2300 Linden Avenue)

PSD CONTRACTS

► Tree Planting

 City plants around \$40,000 worth of trees annually during winter months (November – February)

► Tree Purchasing

 City will be looking for multiple nurseries to purchase their tree stock. Nurseries will be selected based on stock provided, quantity, and quality.



PSD CONTRACTS

Mowing Contract of Suttree Park

Household HazardousWaste Transportationand disposal



PSD CONTRACTS

- ► While these are not up in 2019/20, we periodically accept bids for:
 - **►** Landscape
 - **►** Uniforms
 - ► Boots/shoes

► These are typically 1 year contracts with 2-1 year options.

OPERATING BUDGET

- ► The Public Service Department purchases several vehicles, both light and heavy through our Fleet Services Department.
- ▶ If you have an interest in bidding on any of these or providing equipment demonstrations, please do not hesitate to contact our Fleet Department or Chad Weth at 215-2060 or cweth@knoxvilletn.gov.

OPERATING BUDGET

➤ The Public Service Department also at times competitively bids many other services such as equipment, materials, supplies, T-shirts, solid waste needs, etc.

► If you have an interest in bidding on any of these services, please do not hesitate to contact Chad Weth at 215-2060 or cweth@knoxvilletn.gov.

OPERATING BUDGET

- ➤ The Public Service Department purchases several items on an ongoing basis that fall below the \$5,000 purchasing thresholds.
- ► Items include: Eye protection, first aid supplies, rakes, shovels, gloves, confined space entry protection, Gatorade, etc.
- ► If interested, please contact Ben Buckner, Logistics and Supply Manager at 215-6040.





CITY OF KNOXVILLE MADELINE ROGERO, MAYOR



June 19, 2019



Contract Documents and Specifications

City of Knoxville, Tennessee

Large-Diameter Cured-in-Place Pipe Project





Engineering Department

Knoxville, Tennessee

2018 Cured-In-Place Pipe Project

Designer: S&ME

Design & ROW Phase: Complete

Bid & Award Phase: Spring 2019





Second Creek Dam Removal Project

Designer: A. Morton Thomas & Associates, Inc.

Design & ROW Phase: Complete

Bid & Award Phase: Spring 2019

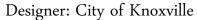






Phase II Project





Design & ROW Phase: Fall 2018 - Spring 2019

Bid & Award Phase: Summer 2019

Construction Phase: Summer 2019 - Fall 2019







Aluminum Pedestrian Poles and Bases Project

Bid & Award Phase: Summer 2019



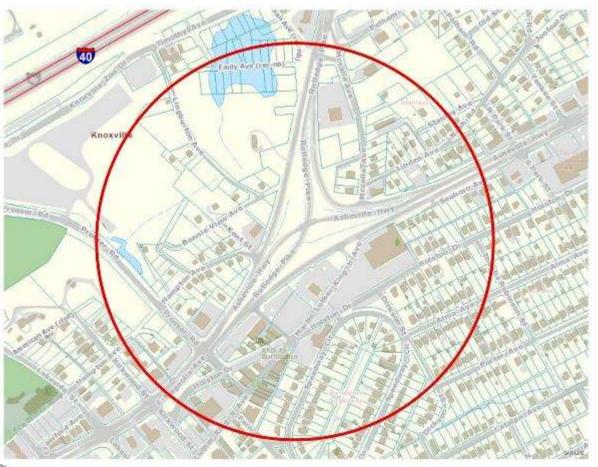




Asheville Highway, Magnolia Avenue & Rutledge Pike Intersection Study

Consultant: TBD

Request for Qualifications: Summer 2019







Citywide Traffic Signal Loop Detector Contract

Designer: City of Knoxville

Bid & Award Phase: Summer/ Fall 2019









I-275 Business Park Access Improvements Project

Designer: CDM Smith Design & ROW Phase: Complete

Bid & Award Phase: Summer 2019 Construction Phase: Summer 2019 – Fall 2020





Cherry Street Sinkhole Water Quality Improvements Project

Designer: AECOM

Design & ROW Phase: Spring

2019

Bid & Award Phase: Summer

2019









Kingston Pike Complete Connections Project

Designer: CDM Smith Design & ROW Phase: Complete

Bid & Award Phase: Summer 2019

Construction Phase: Fall 2019 – Winter 2020





Northwest Greenway Connector Project

Designer: Barge Design Solutions, Inc.

Design & ROW Phase:
On-going

Bid & Award Phase: Summer 2019

Construction Phase: Fall 2019 – Winter 2020







Sheffield Road Sidewalk Project

Designer: City of Knoxville Design & ROW Phase: Winter 2019 – Summer 2019

Bid & Award Phase: Summer 2019 Construction Phase: Fall 2019 — Winter 2020









Solid State Flashers

Bid & Award Phase: Summer 2019





Traffic Signal Infrastructure Maintenance

Designer: City of Knoxville

Design & ROW Phase: N/A

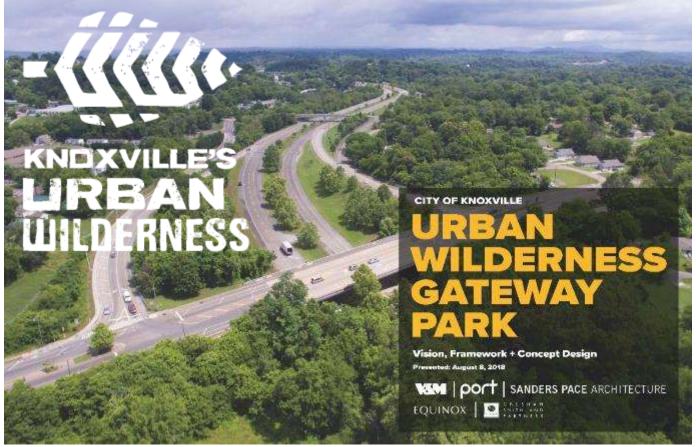
Bid & Award Phase: Summer 2019

Construction Phase: Summer 2019









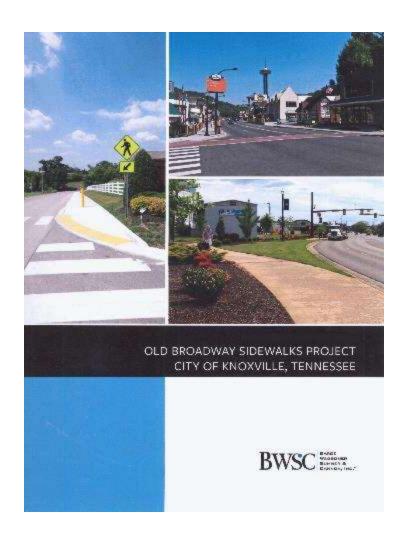
Urban Wilderness Gateway Project

Designer: Vaughn & Melton Consulting Engineers, Inc. Design & ROW Phase: Complete

Bid & Award Phase: Summer 2019 Construction Phase: Fall 2019 — Spring 2020







Old Broadway Sidewalks Project

Designer: Barge Design Solutions, Inc.

Design & ROW Phase:
On-going

Bid & Award Phase: Fall 2019

Construction Phase: Fall 2019 – Winter 2020





2020 Curb Cuts Project

Designer: City of Knoxville

Design & ROW Phase: Spring 2019 - Fall 2019

Bid & Award Phase: Fall 2019

Construction Phase: Winter 2020 - Fall 2020



E Caldwell Avenue at Cornelia Street Looking North Before

Construction



E Caldwell Avenue at Cornelia Street Looking North After
Construction





2020 Resurfacing Project

Designer: City of Knoxville

Design & ROW Phase: Spring 2019 - Fall 2019

Bid & Award Phase: Fall 2019

Construction Phase: Winter 2020 - Fall 2020



Shuttle Paving Operation Along James White Parkway



Milling Along James White Parkway





Magnolia Avenue Streetscapes Phase III

Designer: TBD

Bid & Award Phase for Design: Fall 2019







N Central Street Corridor Landscaping

Designer: Hedstrom Design, LLC

Bid & Award Phase: Fall 2019

Construction Phase: Winter 2019









Streetlight Asset Management System Project

Bid & Award Phase: Fall 2019







Streetlight Pole Inspection and Evaluation Project

Bid & Award Phase: Fall 2019





Streetlight Tree Trimming Project

Bid & Award Phase: Fall 2019







Streetlight Utility Damage Prevention Project

Bid & Award Phase: Fall 2019



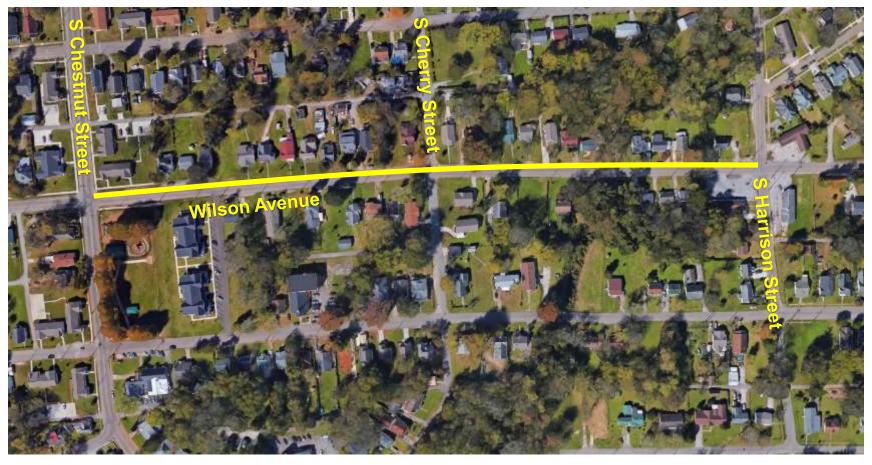




Wilson Avenue Sidewalk Project

Designer: City of Knoxville Design & ROW Phase: On-going

Bid & Award Phase: Fall 2019 Construction Phase: Fall 2019 – Spring 2020







2020 Neighborhood Traffic Safety Project

Designer: City of Knoxville

Design & ROW Phase: Fall 2019

Bid & Award Phase: Winter 2020

Construction Phase: Spring 2020







Buffat Mill Road Sidewalk Project

Designer: City of Knoxville Design & ROW Phase: On-going

Bid & Award Phase: Winter 2020 Construction Phase: Spring 2020 – Summer 2020







Liberty Street Multimodal Project

Designer:
Barge Design Solutions, Inc.

Design & ROW Phase:
On-going

Bid & Award Phase: Winter 2020

Construction Phase: Spring 2020 – Summer 2020







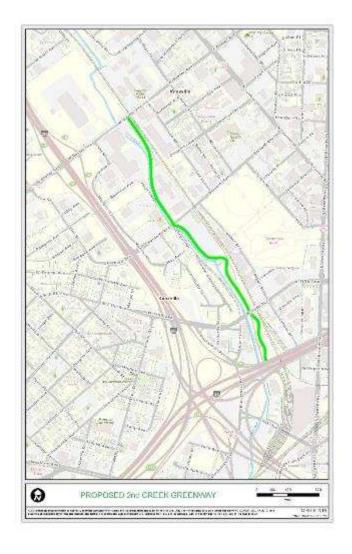
Second Creek Greenway Project

Designer: CDM Smith

Design & ROW Phase: On-going

Bid & Award Phase: Winter 2020

Construction Phase: Winter 2020 - Spring 2020







Sevier Avenue Streetscapes

(Davenport Road to Island Home Avenue)

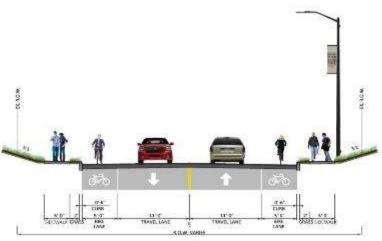
Designer: Vaughn & Melton Consulting Engineers, Inc.

Right-of-Way Phase: On-going

Bid & Award Phase: Winter 2020

Construction Phase: Spring 2020





SEVIER AVENUE EAST/WEST LOOKING EAST FROM DAVENPORT ROAD TO DIXE STREET







South Edge of Amherst Road - Looking West

Amherst Road Slope Stabilization Project

Designer: CDM Smith

Design & ROW Phase:
On-going

Bid & Award Phase: Spring 2020

Construction Phase: Spring 2020 – Summer 2020





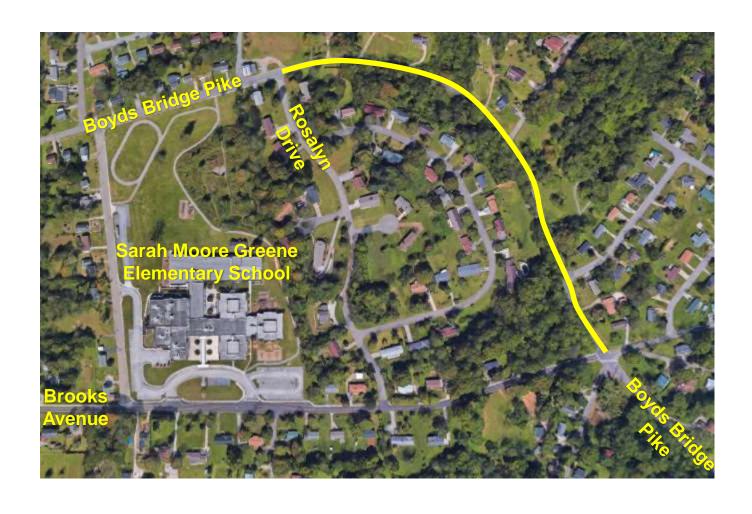
Boyds Bridge Pike Sidewalk Project

Designer: City of Knoxville

Design & ROW Phase:
On-going

Bid & Award Phase: Spring 2020

Construction Phase: Summer 2020 — Fall 2020



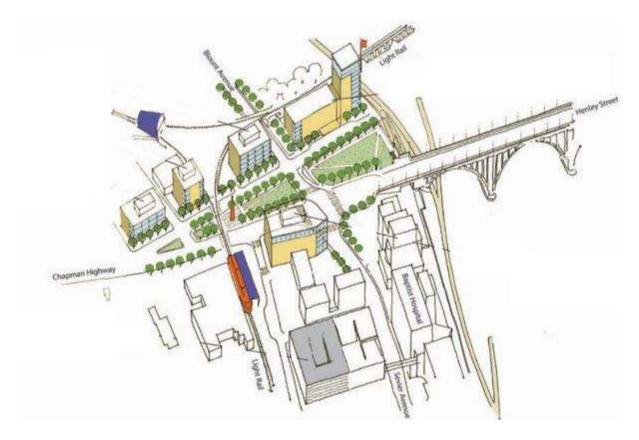




Henley Gateway Park

Designer: TBD

Bid & Award Phase for Design: Spring 2020









Lancaster Drive Sidewalk Project

Designer: City of Knoxville Design & ROW Phase: Winter 2019 — Winter 2020

Bid & Award Phase: Spring 2020 Construction Phase: Summer 2020 – Fall 2020







Palmetto Road Sidewalk Phase II Project

Designer: City of Knoxville Design & ROW Phase: On-going

Bid & Award Phase: Spring 2020 Construction Phase: Spring 2020 - Summer 2020



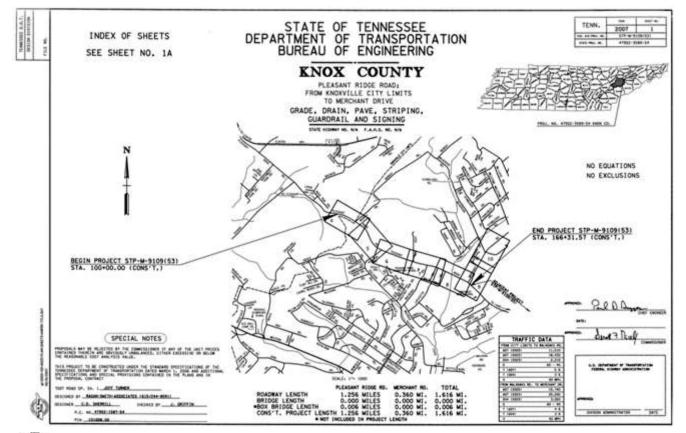


Pleasant Ridge Road Phase II

Merchant Drive to City Limits Project

Designer: Gresham Smith and Partners Design & ROW Phase: On-going

Bid & Award Phase: Spring 2020 Construction Phase: Spring 2020 – Winter 2021







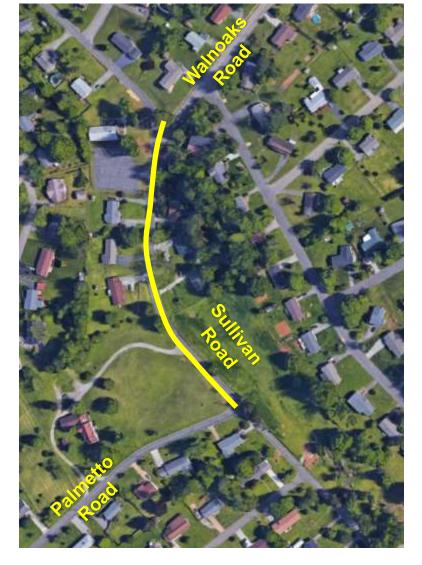
Sullivan Road Sidewalk Project

Designer: City of Knoxville

Design & ROW Phase:
On-going

Bid & Award Phase: Spring 2020

Construction Phase: Spring 2020 – Summer 2020







Texas Avenue Sidewalk Project

Designer: Cannon & Cannon,
Inc.

Design & ROW Phase: Ongoing

Bid & Award Phase: Spring 2020

Construction Phase: Summer 2020 — Fall 2020







UT Area Signal Improvements Project

Designer: TBD

Design & ROW Phase: Winter 2020

Bid & Award Phase: Spring/Summer 2020

Construction Phase: Fall 2020









Atlantic Avenue Sidewalk Project

Designer: Cannon & Cannon, Inc.

Design & ROW Phase: On-going

Bid & Award Phase: Summer 2020

Construction Phase: Fall 2020 - Spring 2021





Broadway Streetscapes Project

Designer:

Barge Design

Solutions, Inc.

Design & ROW Phase:
On-going

Bid & Award Phase: Summer 2020

Construction Phase: Fall 2020 — Spring 2021



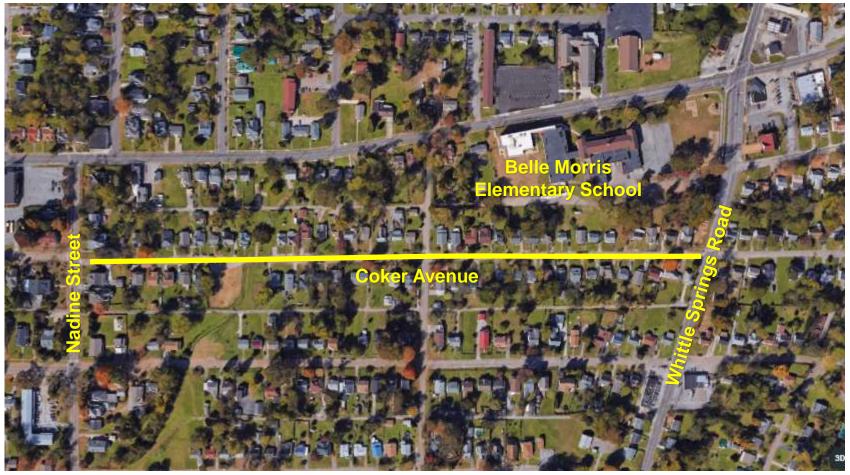




Coker Avenue Sidewalk Project

Designer: City of Knoxville Design & ROW Phase: On-going

Bid & Award Phase: Summer 2020 Construction Phase: Summer 2020 – Fall 2020







Middlebrook Pike ATMS

Designer: TBD

Design & ROW Phase: Spring 2020

Bid & Award Phase: Summer/Fall 2020

Construction Phase: Winter 2020







Ed Shouse Bridge Repair Phase II Project

Designer: Volkert, Inc. Design & ROW Phase: On-going

Bid & Award Phase: Winter 2021 Construction Phase: Spring 2021 – Fall 2021





Most Recent TDOT Inspection of the Ed Shouse Bridge – March 2018





This new greenway connection will extend the Northwest Connector Greenway along Third Creek
Road from Western Avenue southward to Middlebrook Pike.

Northwest Greenway Connector Extension Project

Designer: CDM Smith

Design & ROW Phase:
On-going

Bid & Award Phase: Winter 2021

Construction Phase: Spring 2021 – Fall

2021





South Waterfront Greenway — East of Suttree Landing Park

Designer: CDM Smith

Design & ROW Phase: On-going

Bid & Award Phase: Winter 2021

Construction Phase: Spring 2021







Chapman Highway Multimodal Project



Bid & Award Phase: Summer 2021 Construction Phase: Fall 2021 — Summer 2022







E Woodland Avenue Complete Streets Project

Designer: Kimley-Horn and Associates, Inc.

Design & ROW Phase: Complete

Bid & Award Phase: TBD





East Knox Greenway Project

Designer: TBD

Design & ROW Phase: Summer 2019 – Summer 2021

Bid & Award Phase: TBD

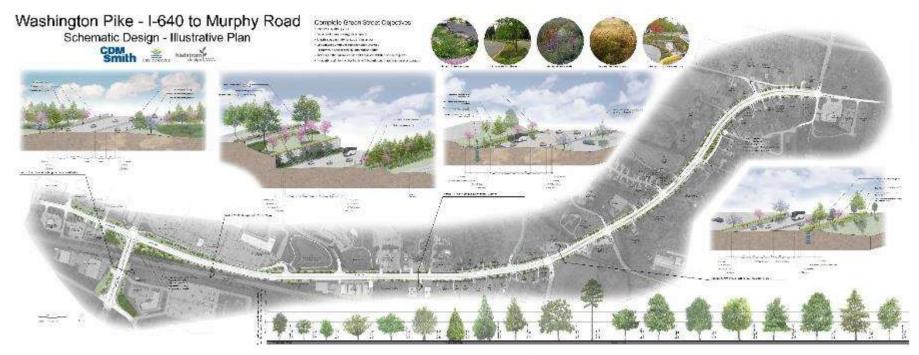


East Knox Greenway Corridor Concept Location





Washington Pike from I-640 to Murphy Road Project



Designer: CDM Smith

Design & ROW Phase: On-Going

Bid & Award Phase: TBD





Future Water Quality Projects

Designer: TBD

Design & ROW Phase & ROW Phase: TBD

Bid & Award Phase: TBD







Engineering Department Tool and Supplies To Be Purchased

Fiscal Year July 2019 - June 2020

- Equipment and Electronics CCTV Camera Repairs, CCTV Camera Upgrades, Digital Cameras, Pole Camera Upgrades and Tablet Data Usage
- Personal Protection Equipment Clothing, Hard Hats, Leather Gloves, Safety Glasses, Safety Vests and Waders
- **Supplies** Hand Cleaner, Hydrocarbon Absorbent Booms, Hydrocarbon Absorbent Pads, Nitrile Gloves, Oil Dry (Absorbent), Rebar, Rope and Wooden Stakes
- Tools Flashlights, Manhole Lid Lifters, Marking Paint, Measuring Tapes, Measuring Wheels, Picks, Shovels and Sledgehammers
- Water Quality Monitoring Ampules for Test Kits, Lab Work (State and ESC) and Test Kits for Dry Weather Screening







CITY OF KNOXVILLE MADELINE ROGERO, MAYOR

James R. Hagerman, P.E., Engineering Director

http://www.knoxvilletn.gov/government/city_departments_offices/engineering/

http://www.knoxvilletn.gov/government/city_departments_offices/engineering/capital_improvements_projects/

Dawn Michelle Foster, Redevelopment Director